

23 June 1977

STATINTL

MEMORANDUM FOR: Acting Director of Data Processing
ATTENTION : Executive Officer
FROM : [REDACTED]
Chief, Management Staff
SUBJECT : Management Staff Weekly Report
20 - 24 June 1977

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Review of Draft DCID

ODP comments on a draft DCID "Uniform Procedures for Administrative Handling and Accountability of Sensitive Compartmented Information (SCI)" were submitted to the Office of Security. A paragraph on marking magnetic media was rewritten because it was too complex and impractical. [REDACTED]

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TRW Contract for GIM II

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The DCI returned the memo ODP prepared to obtain approval to obligate \$40K of funds for the [REDACTED] contract for GIM II maintenance. He raised a question pertaining to the underestimation of funds required for the contract. A response is being prepared by the Management Staff. [REDACTED]

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Programming Systems Review

The A/DDA noted from last week's ODP Report that the Programming Systems Review milestone for RAPID, originally scheduled for 22 April, had been postponed again. The contractor has requested it be rescheduled for 23 November. The A/DDA requested a status report which has been prepared. [REDACTED] - ODP Internal Report Only)

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Review of Essential Training Requirements

A memo has been distributed requesting each component to identify their essential training requirements for the remainder of the fiscal year. The responses are due 27 June. [REDACTED]
ODP Internal Report Only)

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Security Violations in May

The DDA announced in a morning staff meeting that there were nine security violations in May; five of these violations were charged to ODP. A new ODP Instruction on After Hours Security Check is being prepared by the Management Staff.

[REDACTED] - ODP Internal Report Only)

Brief Case Check

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On Monday evening the Office of Security conducted another search of briefcases at the Headquarters Building exits. Classified material was wrapped correctly, but the necessity for employees to carry classified material out of the building was questioned. [REDACTED] - ODP Internal Report Only)

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